



## New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	10	Human Services	
Chapter	191	Children'S Partial Care Programs	10/11/2013
Subchapter:	1	Children'S Partial Care Program Standards	
Section	11	<b>Termination, discharge, and referral (N.J.A.C. 10:191-1.11)</b>	

### §10:191-1.11 Termination, discharge, and referral

(a) Agencies operating children's partial care programs shall have procedures for termination, discharge, and referral, which ensure that the youth's continuing service needs are met.

1. Discharge criteria shall be documented in the clinical record. These criteria shall specify functional levels to be achieved for successful discharge.

2. Discharge criteria shall be incorporated into the treatment planning process.

3. Prior to discharge, a discharge plan shall be completed that shall address the youth's continuing needs. It shall minimally include an assessment of further need and available resources to meet such needs, referrals and linkages being made where appropriate to meet identified need and any follow-up activities and intervention planned.

4. The youth and family may participate in the development of the discharge plan.

5. Agencies operating children's partial care programs shall have written policies and procedures that address termination. Such procedures shall ensure that all termination decisions are reviewed for appropriateness. Such policies shall include, but not be limited to, actions to be undertaken prior to a termination decision and provisions for documentation of information relative to the termination decision.

6. The discharge summary shall be completed within 14 calendar days of discharge and shall include:

- i. The presenting problem;
- ii. The start date for services and termination date of services;
- iii. The course of treatment;

- iv. The reason for termination;
- v. Discharge medication;
- vi. Discharge diagnosis; and
- vii. The discharge plan.